

HUMAN RIGHTS POLICY AND PROCEDURE

CODE: P055

Section: Human Resources/Registrar
Policy Owner: BOG
Procedure Owner: CEO

POLICY

The policy of the Board of Governors for Human Rights including discrimination and intolerance is to abide by the Malta Human Rights Chapter 319 of the Laws so that employees and students are dealt with equal dignity and rights without discrimination. Further to Chapter 319 of the Laws of Malta ITS understands that Discrimination is a negative unjustified or exclusionary behaviour towards the individual or members of a target group.

The following are acts of examples of direct discrimination: concerning job appointments where for example national students are favoured over international students. The second is expressed through social distance, excluding the student from being admitted to ITS for enrolment on unjustified reasons. The third is discrimination in physical terms for example students or staff distancing themselves from stigmatized groups in the institute society.

The rules and regulations of ITS ensure that discrimination does not take place.

Discrimination can take other forms like humiliation, intimidating or insulting individuals or groups.

The responsibility for preventing discrimination and intolerance is a shared responsibility by both staff and students.

PROCEDURE

The Institute of Tourism Studies invests in education first to prevent acts of intolerance and discrimination. Presentations to students and staff at orientation sessions are organized each year at the beginning of the academic year. The students also sign a declaration about Bullying in the Fresher's week.

Recognizing the diversity of ITS students, different functional departments are charged with the responsibilities including the Registrar and the Student Support Services as much as the Quality Assurance Unit and Student Cases Board and Disciplinary Board.

The responsibility is a shared responsibility. Any act of actual or perceived discrimination and intolerance can be reported directly to the Registrar's Office and ultimately forwarded to the Disciplinary Board for reviewing. The disciplinary Board is constituted of three persons, including a qualified lawyer with a five years-experience practice.

The complaint will be logged in the Registrar's office and forwarded to the Disciplinary Board for reviewing. In the case of ITS staff the complaint will be logged directly with the CEO or the IQAC. As per Collective Agreement, Disciplinary Action will be in process to review the complaint.